



Planning

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What is planning?





What is plan ?



Plan mean Requirements for future implementation The plan can be of an individual or an organization. Once a plan is in place, the person who follows the plan can use it as a guide in their work.



Plan refers to a document that clearly defines the operation procedure as a basis for the implementation of various tasks.

1. It must be related to the future.
2. It must be related to the action.
3. There must be factors that must be used in the operation of the organization.



Why is it planned, So you
have to mention the plan?



**Projects are important to
the plan. How?**



Project refers to the activities of an organization that aims to achieve the set goals, which are directed by time, budget, and method of operation.
(Giddies, 1959)



Planning, Plan, Project...

**What is the relationship
between them?**



Planning process ?



Planning process

- Environmental Forecasting
- Define the outline of the plan
- Define objectives and goals
- Plan preparation, review and
- Adjustment of plans

Cleland and Kind 1972 : 207



The planning process consists of the following important steps:

- **Defining the purpose of the plan**
- **Analyzing the situation**
- **Assessing the environment and seeking opportunities -**
Determining the course of action, which consists of 3
steps.

These include exploring alternatives, evaluating alternatives, and choosing the best alternative.

(Putti. 1987 : 40)



What are the causes of mistakes or weaknesses in planning?



Questions Essential to Planning

- **WHAT**
- **WHY**
- **WHERE**
- **WHEN**



Questions Essential to Planning

- WHO
- WHOM
- HOW
- HOW MUCH



GOALS

Goal, Required Performance

Strategy

Current Situation



Problem: **Plan**

Defensive

- Dissatisfaction with the work
- Failures or obstacles,
- Demands.

edit

Proactive

- Offering new needs
- Create development opportunities

develop



Situation

normal

crisis



adjust

change

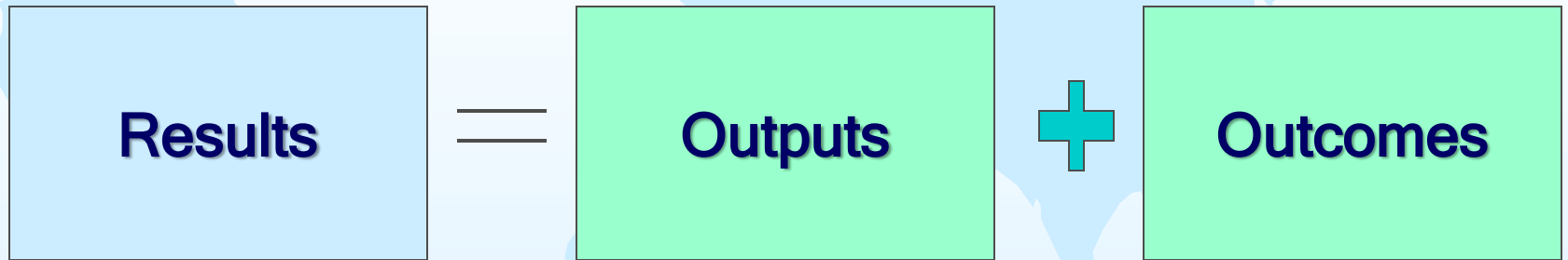


Original methods

New methods

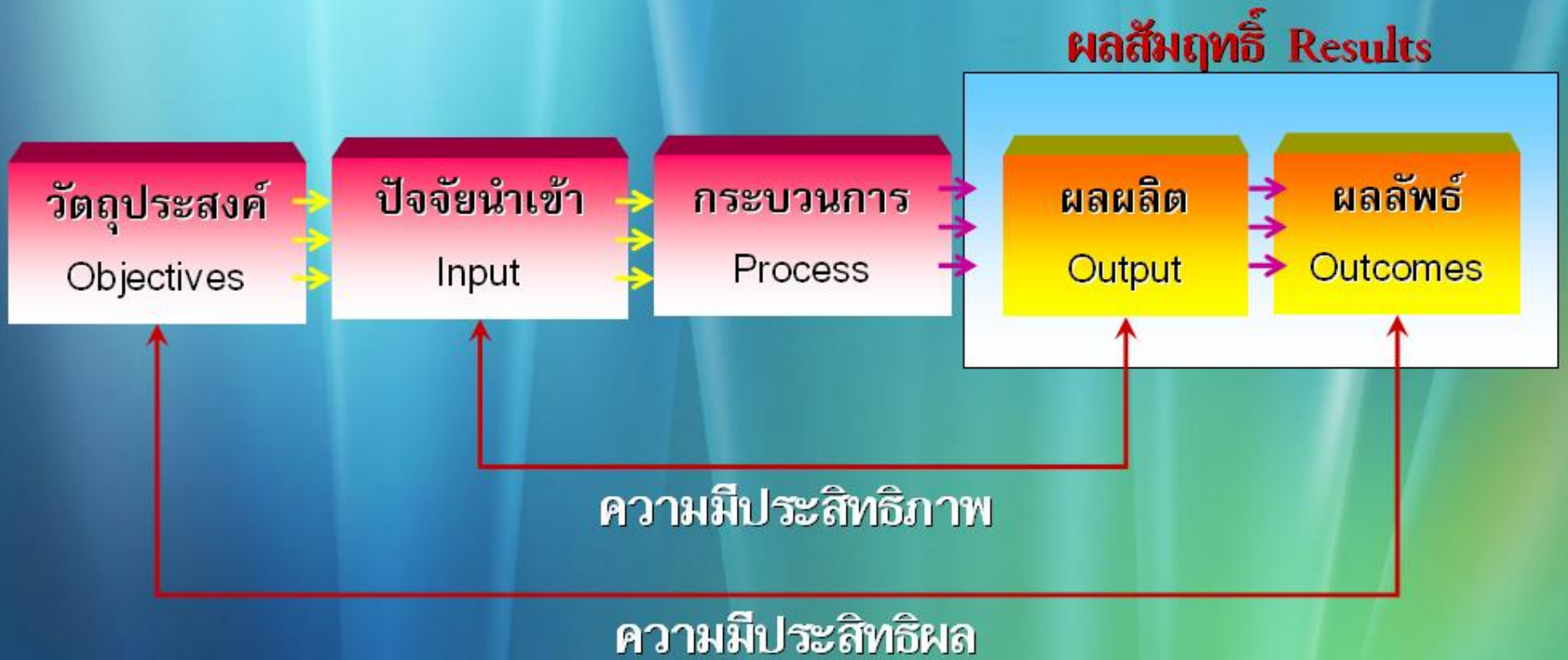


Result Based Management - RBM



A systematic management method that focuses mainly on achievement or performance. Perform clear tasks to achieve the set objectives.

一种主要关注成就或绩效的系统化管理方法。执行明确的任务以实现既定目标





Planning is important to executives,
How?



Planning is the duty of the management because:

1. Planning is the first duty of the executive.
2. Planning is an important practice of the organization.
3. Planning and planning determine the direction and purpose for the organization for all workers to know.
4. Planning will help executives and practitioners look to the future.
5. Planning is a rational decision-making aid.
6. Planning is a matter of preparation in advance.
7. Planning has helped humans change things a lot.
8. Planning is the guide in development according to the principle of planning.



The Importance of Planning

- Reduce uncertainty and complications that will arise in the future.
- This has led to the acceptance of new ideas into the organization.
- This makes the organization's operations achieve its goals.
- Reduce the waste of complex departments.
- Clarity in operation

In short, no organization can succeed. Therefore, planning is the first task that is important of a good management process.



Classified of Planning



Classification by time:

- 1) Short-term planning,**
- 2) Medium-term planning,**
- 3) Long-term planning.**



Classified by management level

- **strategic planning**
- **management planning**
- **operational planning**



Classified according to the level of national administrative structure:

- 1) National plan**
- 2) Regional plan**
- 3) Local plan**



Classified by job function:

- 1) Production planning**
- 2) Personnel planning**
- 3) Marketing planning**
- 4) Financial planning**
- 5) ...**



Q & A



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Thank you

